



**CABINET FOR HEALTH AND FAMILY SERVICES
DEPARTMENT FOR PUBLIC HEALTH**

Steven L. Beshear
Governor

275 East Main Street, HS1GWA
Frankfort, KY 40621
502-564-3970
502-564-9377
www.chfs.ky.gov

Audrey Tayse Haynes
Secretary

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Local Health Department Directors and Nurse Leaders,

The Division of Administration and Financial Management is pleased to announce that we have updated the Administrative Reference (AR). The AR includes policies, procedures and other relevant information to conduct Local Health Department operations.

In addition, the Nursing Office is also pleased to announce the release of the Core Clinical Service Guide (CCSG). The CCSG replaces the previous Public Health Practice Reference (PHPR) and contains clinical protocols for LHD nurses that have been identified as Core Public Health Services. To ease the transition to this new document, LHD nurse leaders were briefed on these changes at our June nursing update and a crosswalk has been completed between the two documents.

I want to personally thank DPH staff for their participation in getting these updates completed and a special thank you to the LHD directors who participated on the AR Review Committee. I would also like to thank the Nurse Executive Committee (NEC) for their hard work and involvement in the quality improvement process that has led to the new CCSG.

In the past we have provided a CD for each LHD containing these revised updates. This year CDs will only be distributed if specifically requested by a LHD. To obtain a hard copy of one or both of these documents, please email your request to MaryJ.Mullins@ky.gov. You may download a copy of the updated AR and new CCSG on the DPH internet website located at <http://chfs.ky.gov/dph/Local+Health+Department.htm>.

The updates contained in the AR and the CCSG are effective September 1, 2012. Should you have questions regarding the AR, please send them to the LHO Help Desk at localhealth.helpdesk@ky.gov. Questions regarding the CCSG should be directed to Joy Hoskins at 502-564-3970 ext. 3107 or by email at Joy.Hoskins@ky.gov. Please share this communication with your staff.

Best Regards,

Rosie Miklavcic, RN BSN MPH
Director of Nursing
Director of Administration & Financial Management Division

Joy Hoskins, RN, BSN, BA
Assistant Director of Nursing
Director of Women's Health Division